

**Camden County Board of Commissioners**

**Regular Meeting**

**February 4, 2008**

**8:00 A.M.**

**Historic Courtroom, Courthouse Complex  
Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on Monday, February 4, 2008 at 8:00 a.m. in the Historic Courtroom, Camden, North Carolina. The following members were present:

Vice Chairman Philip Faison  
Commissioners Melvin J. Jeralds, Sandy Duckwall and Mike Andrews

Chairman Jeffrey B. Jennings was absent due to a medical appointment.

Also attending was County Manager Randell Woodruff, Clerk to the Board Ava Gurganus and County Attorney John S. Morrison.

Vice Chairman Philip Faison called the meeting to order and called upon Commissioner Sandy Duckwall to give the invocation and lead those present in the Pledge of Allegiance.

**Public Comments**

Vice Chairman Philip Faison called for any comments from the public.

Hearing no comments, Vice Chairman Philip Faison proceeded with the meeting.

**Consideration of Agenda**

County Manager Randell Woodruff requested *Item 6. New Business, D. Resolution No. 2008-02-01 – A Resolution of the Camden County Board of Commissioners Regarding Approval of Financing Terms for the South Mills Fire Commission; and, E. Updated Budget Calendar* be added to the agenda.

Commissioner Melvin Jeralds asked that *January 22, 2008 Regular Meeting Minutes* be removed for discussion and added to *Item 4. Old Business, B. Discussion of January 22, 2008 Regular Meeting Minutes*.

Commissioner Melvin Jeralds made a motion to approve the agenda as amended. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

**Consent Agenda**

Commissioner Sandy Duckwall made a motion to approve the consent agenda as amended. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

- Consent Agenda

**Authorization to Collect – October Renewals**

STATE OF NORTH CAROLINA  
COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (Oct. Ren. (Due 2/1/08))

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
14,535.16	15,868.53	10,081.86	40,485.55

Witness my hand and official seal this 4<sup>th</sup> day of February, 2008.

\_\_\_\_\_  
Chairman, Camden County Board of Commissioners

Attest:

\_\_\_\_\_  
Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

\_\_\_\_\_  
Tax Administrator of Camden County

**Budget Amendment 2007-08-BA010**

2007-08-BA010  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2008.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:	Parks & Recreation Department		
106120-503000	Part-Time Salaries	\$4,000.00	
106120-545000	Contracted Services		\$4,000.00

This will result in a decrease of \$ 0.00 in the Contingency of the General Fund.

Balance in Contingency \$58,605.00

IRS regulations require that Parks officials be employees instead of contracted services.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 4<sup>th</sup> day of February, 2008.

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chairman, Board of Commissioners

- End of Consent Agenda

**Old Business - Grant Agreement for Public Education & Government (PEG) Channels – NC Rural Economic Development Center/e-NC Authority for Video Taping of Meetings**

Commissioner Melvin Jeralds asked for the total cost and the monthly charges for the video taping of the Commissioners meetings.

Jesse Stallings, Practical Computing, stated that the total cost out of pocket for equipment from the e-NC PEG Grant from the Rural Economic Development Center grant in the amount of \$4,800.00. To star video taping the Commissioners meetings a proposal was received from Ken Mann, Coastal Production Company, in the amount of \$2,250.00, which includes the consulting fees to get the system set up and operational, and to video tape all the Commissioners meetings, including set up and break down time, and

streaming on the website would be approximately \$500.00 per month, which is based on an average two one half (2-1/2) hours meeting.

County Manager Randell Woodruff stated that after the one time payment of \$2,250.00 to Ken Mann and the one time initial share of the equipment purchase using the grant funds are expended, the annual cost would be \$6,000.00 per year.

Commissioner Mike Andrews stated he would contact a private individual who previously offered to donate \$5,000.00 toward video taping the meetings to see if the individual will still donate the money.

Following discussion, Commissioner Sandy Duckwall made a motion to accept the e-NC PEG Grant from the Rural Economic Development Center for the video taping of the Commissioners meetings, and authorize the Chairman and Clerk to execute the grant. The motion passed with Commissioners Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; Commissioner Melvin Jeralds voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

#### **Discussion of January 22, 2008 Regular Meeting Minutes**

Commissioner Melvin Jeralds asked that the minutes of the January 22, 2008 regular meeting be amended to reflect the following changes:

- Regarding *Revised Fee Schedule*: the motion should read: Commissioner Melvin Jeralds made a motion to approve the *Building Inspections and Planning Department Permit Fee Schedule* with the proposed change of *Stormwater Review Fees/Deposit – Minor Subdivision (5 acres/Lots or less) to \$500.00 per lot.*
- Regarding *Stormwater Review Fees/Deposit*: Remove asterisks at heading and place asterisks (\*\*\*) beside *Major Subdivision (more than 5 acres) \$6,000\*\*\** next to *Minor Site Plan Review (3 acres or less) \$3,700\*\*\**, and next to *Major Site Plan Review (more than 3 acres) \$5,400\*\*\**.

Vice Chairman Philip Faison so ordered the Clerk to correct the minutes as discussed.

Commissioner Melvin Jeralds made a motion to approve the minutes of the January 22, 2008 regular meeting subject to requested changes. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

#### **Amendment to Agenda**

Commissioner Mike Andrews made a motion to amend the agenda to add *Closed Session – Consultation with Attorney*. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

#### **New Business – FY2007-2008 - Senior Center Grants**

Commissioner Mike Andrews made a motion to approve the Verification of Compliance, FY2007-2008 Senior Center General Purpose Funding, Senior Center Outreach Grant and the Title III-D Health Promotion Grant and authorize the Chairman and necessary staff to complete and sign the grant applications. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

#### **New Business - Parks & Rec - Installation of Permanent Fences – Camden Community Park**

This matter was laid over until February 18, 2008 pending further information from Parks & Rec Director Tim White.

**New Business - Planning Dept. - Application for NC Rural Center STEP Program**

Camden County is planning to apply for the Rural Center Small Towns Economic Initiative Program (STEP). The deadline for the application February 15, 2008.

This program is designed to help mobilize communities, and direct much needed financial and technical resources to North Carolina's depressed small towns. The program also extends eligibility to counties that do not have any incorporated towns.

Camden County is in a very good position to apply for this designation since the Board of Commissioners has already committed to a planning process assisted by the Division of Community Assistance, and applied to the Department of Commerce for the 21<sup>st</sup> Century Community Program. Lee Padrick with DCA is encouraging application to the STEP program as it would dovetail well with the DCA assistance and provide additional technical resources to enhance their efforts.

Benefits of the program include technical resources to assist in strategic planning, as well as priority status for CDBG, Rural Center, and Golden Leaf Foundation grants. The goal of this assistance would be to follow-up the strategic planning process with specific small area plans for high priority sites in the county.

The obligation of selected communities includes hosting a kick-off event, committing to conduct strategic planning processes through an inclusive community involvement process, and participating in economic development training.

Commissioner Mike Andrews made a motion to authorize the Chairman and necessary staff to apply for and sign required documents for the Rural Center Small Towns Economic Initiative Program – STEP Program. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

**Resolution No. 2008-02-01 – A Resolution of the Camden County Board of Commissioners Regarding Approval of Financing Terms For The South Mills Fire Commission**

Commissioner Melvin Jeralds made a motion to approve Resolution No. 2008-02-01 as presented. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

**Resolution No. 2008-02-01**

**A Resolution of the Camden County Board of Commissioners  
Regarding Approval of Financing Terms For The  
South Mills Fire Commission**

WHEREAS, Camden County, North Carolina (the "County") has previously determined to undertake a project for the refinancing of two (2) fire trucks (the "Project"), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The County hereby determines to finance the Project through Branch Banking and Trust Company ("BB&T"), in accordance with the proposal dated January 24, 2008. The amount financed shall not exceed \$453,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 3.93%, and the financing term shall not exceed twelve (12) years from closing.
2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the County are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and Deed of Trust and a Project Fund Agreement as BB&T may request.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to

such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by County officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officers' release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The County shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The County hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue code Section 265(b)(3).
5. The County intends that the adoption of this resolution will be a declaration of the County's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the BB&T financing described above. The County intends that funds that have been advanced, or that may be advanced, from the County's general fund, or any other County fund related to the project, for project costs may be reimbursed from the financing proceeds.
6. All prior actions of County officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this 4<sup>th</sup> day of February, 2008.

(SEAL)

\_\_\_\_\_  
Jeffrey B. Jennings, Chairman  
Camden County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Ava Gurganus  
Clerk to the Board

### **Updated Budget Calendar**

County Manager Randell Woodruff presented the updated budget calendar.

Commissioner Mike Andrews made a motion to accept the budget calendar, subject to change, as presented. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

### **County Manager's Report**

County Manager Randell Woodruff reported on the following:

- The County will not lose any low wealth funding for the schools
- Green Park Project – feasibility study will be completed by May 16, 2008 by UNC School of the Environment
- Jail Project – ongoing disagreement between architect and general contractor
- Attendance of the County Managers Conference seminars, meetings, and legislative updates

### **Other Matters**

Vice Chairman Philip Faison asked the County Manager if Bill Meiggs reported directly to the County Manager; if the County Manager had any discussion with Bill Meiggs regarding maintenance.

County Manager Randell Woodruff stated Bill Meiggs answers to David Credle and that he talks to Bill Meiggs on a regular basis, but David Credle is his direct supervisor.

Vice Chairman Philip Faison asked the County Manager if he talked to David Credle concerning maintenance on a weekly/daily basis and when was the last time he had talked to David Credle regarding maintenance.

County Manager Randell Woodruff stated it has been several weeks since he has talked to David Credle because David Credle has been focused on the sewer project.

Vice Chairman Philip Faison asked the County Manager if he was aware of incidents that had happened in the past week, to which, the County Manager replied, no.

Vice Chairman Philip Faison suggested a meeting with himself, David Credle, Bill Meiggs and the County Manager to discuss any issues of concern.

**Closed Session**

Commissioner Mike Andrews made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for the purpose of consultation with attorney. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

The Commissioners entered closed session at 9:21 a.m.

Commissioner Mike Andrews made a motion to come out of closed session and back into regular session. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

The Commissioners re-entered regular session at 10:48 a.m.

**Adjournment**

Commissioner Mike Andrews made a motion to adjourn the meeting. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Mike Andrews and Vice Chairman Philip Faison voting aye; no Commissioner voting no; Chairman Jeffrey Jennings absent; and no Commissioner not voting.

The meeting adjourned at 10:48 a.m.

ATTEST:

---

Philip Faison, Vice Chairman  
Camden County Board of Commissioners

---

Ava J. Gurganus  
Clerk to the Board